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SECURITY DIVISION
SPECIAL STATISTICAL REPORT
FOR MONTH OF
APRIL 1954

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PERSONNEL SECURITY BRANCH REPORT FOR: APRIL 1954

I. Overt and Semi-Covert Applicant-Type Cases

A. CASE RECORD:

1. Cases on Hand at 1st of Month -	
Under Investigation:	619
In Process in Security Division:	<u>293</u>
TOTAL:	912
2. Cases Opened During Month*:	<u>376</u>
3. Total Cases on Hand and Opened:	1288
4. Cases Handled During Month -	
Approvals:	203
Disapprovals:	13
Closed Before Completion:	<u>120</u>
TOTAL:	336
5. Cases on Hand at End of Month -	
Under Investigation:	760
In Process in Security Division:	<u>192</u>
TOTAL:	952

*Does not include cases sent from Personnel after: 7 April 1954

B. INVESTIGATIVE RECORD:

Under investigation at 1st of Month:	619	
Submitted for investigation during Month:	<u>365</u>	
Sub-TOTAL:		984
Investigation completed:	168	
Recalled from investigations:	<u>56</u>	
Sub-TOTAL:		224
Under investigation at end of month:		<u>760</u>

D. RECORD ON T.O. APPLICANT CASES ONLY

1. Pending at 1st of Month:	387	
2. Cases Opened During Month:	<u>184</u>	
3. Total on hand and opened:		571
4. Closed during month -		
Approvals:	115	
Disapprovals:	8	
Closed before completion:	<u>49</u>	
TOTAL:		172
5. Pending at end of Month:		<u>399</u>

E. CLEARANCE RECORD

Type	All Cases	T.O. Applicants	EOD Clearances
Provisional for Unclassified duties:	22	8	8
Limited thru Secret:	0	0	0
Full Clearance:	<u>203</u> 225	<u>115</u> 123	<u>112</u> 120

C. I-Number of cases completed by investigative facilities during Month:	168
II-Number of these cases on which a final decision was made:	64
III-Average number of calendar days to process a case to final decision:	81
IV-Average number of calendar days to investigate these cases:	62
V-Average number of calendar days to process these in Security Division:	19

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12 May 1954

PHYSICAL SECURITY BRANCH

Statistical Report

April 1954

I. Security briefings held during the month of April under the auspices of the Chief, Security Division:

	<u>Classes Held</u>	<u>Attendance</u>
Basic (New Personnel)	5	128
Special	2	17
TOTAL	7	145

II. Classified waste collected daily from all CIA Buildings and destroyed by burning:

Total for Month - 132,700 pounds

III. Safe combinations and repair operations:

<u>Combinations Changed</u>	<u>Secondary Repairs Made</u>	<u>Major Repairs Arranged For</u>
642	354	43

IV. Security identification processing of personnel:

Identification Processing
(Fingerprinting, Photo-
graphing, Secrecy Agree-
ment, Reading of Security
Regulations, Scheduling
for Security Indoctrina-
tion, etc.)

122

Regular
Badges Made
and Issued

344

Limited and
Special
Passes Made
and Issued

47

Regular
Badges
Destroyed

355

Limited and
Special
Passes
Destroyed

23

Fingerprints Taken In
Addition to Those In-
cluded in Regular
Indoctrination

49

Reissuance of
Badges Turned
In For Safekeeping
While on Leave, TDY

59

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V. Night Security inspections of the various CIA organizational units made by representatives of this Branch:

<u>Office</u>	<u>Number of Inspections Made</u>	<u>Number of Buildings</u>
Director's Office)		
DD/CIA)		
DD/Plans)	26	
DD/Intelligence)	Daily	1
DD/Administration)	Staff	
Inspector General)	Duty	
	Checks	
ONE	1	1
OSI	1	1
ORR	8	5
OIC	1	1
OCI	0	3
OGD	6	7
O-O	6	4
DD/P	30	6
Communications	6	5
Training	10	9
Personnel	4	2
SO	5	2
DD/A - Subordinate Offices		
Comptroller's Office	5	4
General Counsel	2	2
Medical Office	3	2
Logistics Office	11	10
Audit Office	1	1
GPO	0	3

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VI. Security violations involving unlocked safes and exposed classified material detected as a result of inspections conducted during non-working hours by representatives of the Branch and by the guards:

<u>OFFICE</u>	<u>EXPOSED CLASSIFIED MATERIAL</u>		<u>OPEN SAFES</u>	<u>TOTAL VIOLATIONS</u>	<u>NUMBER OF SAFES & VAULTS</u>
	<u>Top Secret</u>	<u>Secret and Conf.</u>			
Director's Office	0	0	0	0)	
DD/CIA	0	0	0	0)	
DD/Plans	0	0	0	0)	64
DD/Intelligence	0	1s	0	1)	
DD/Administration	1	1s	0	2)	
Inspector General	0	0	0	0)	
ONE	0	0	0	0	53
OSI	0	1c 1s*	0	2	266
ORR	0	5s 1c	0	6	782
OCI	0	0	0	0	386
OGD	0	1s* 1s	0	2	703
OIC	0	0	0	0	9
O-O	0	1s	0	1	304
DD/P	1	8s 2c 1s**	9	21	2441
Communications	0	1s	0	1	282
Training	0	0	1	1	253
Security Office	0	1s	0	1	259
Personnel Office	0	2s	0	2	232
DD/A-Subordinate Offices					
Comptroller	0	0	1	1	462
General Counsel	0	0	0	0	17
Medical Office	0	0	0	0	34
Logistics Office	0	1s	0	1	566
Audit	0	0	0	0	10
GPO	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u> </u>
Total	2	29	11	42	7123

* Violation Charged to two employees of two different offices

** Lost Document

VII. Visitors processed by the receptionists in the various CIA buildings:

<u>BUILDINGS</u>	<u>PURPOSE OF VISITS</u>				<u>TOTALS</u>
	<u>General Visitors</u>	<u>Applicants for Employment</u>	<u>Employees Forgotten Badges</u>	<u>Deliveries and Repairs</u>	
25X1A6a	34		2	24	60
	277	168	12	9	466
	130		2	8	140
	269	6	12	20	307
	86			1	87
	515	26	77	27	645
	277		61	81	419
	571		88	38	697
	731	177	51	192	1151
	179		36	20	235
	255		41	51	347
	508		51	43	602
	35		2		37
	564	430	22	100	1116
	33	133			166
	188	21	32	61	302
	314		22	135	471
	<u>99</u>	<u> </u>	<u>34</u>	<u> </u>	<u>133</u>
TOTALS	5065	961	545	810	7381

In addition to the above, 549 applicants for positions were admitted to the Personnel Office interview room in North Building, adjoining the Reception Room. These persons were logged by the Receptionist but visitor passes were not issued to them as they did not enter the building proper.

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VIII. Credential Records:

Contact Issued.....	1
Temporary Contact Issued.....	20
Temporary Contact Destroyed.....	29
Firearms Issued.....	2
Firearms Destroyed.....	5
Courier Issued.....	4
Courier Destroyed.....	6
After-Hours Inspection Destroyed.	1

IX. In addition to the above, numerous conferences, inspections and surveys were conducted covering a variety of physical security problems. Following are listed some of the major accomplishments:

a. Conferences held with Office Security Officers	10
b. Conferences held on locks, safes and similar equipment	7
c. Special security investigations concerning lost documents, material found outside protected areas, etc.	12
d. Safety conferences and meetings attended	4
e. Special safety inspections completed	16
f. Major building and area security surveys conducted:	
Headquarters Area	23
g. Building security conferences held	10
h. Special instructions given to Night Security Officers	45
i. Special Guard instructions issued in writing	3
j. PBS Guards cleared	4
k. Special instructions given to receptionists	4
l. Entries made in Limited Pass Control Book by NSO's	4,454
m. Fingerprint cards forwarded to FBI for processing	203
n. Security matters resolved by NSO's during non-work hours	476
o. Technical security inspections conducted:	
Headquarters area	2
Out of town	1
p. Armed support furnished:	
Headquarters area	3
Out of town	1
q. Physical security training sessions given to SO trainees	6

Distribution

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